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Minutes, Arts & Sciences Executive Committee Meeting, Tuesday, January 17, 2006

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Meeting Minutes
Executive Committee of the Arts and Sciences
January 17, 2006

Members attending: L. Duncan , P. Lancaster, R. Casey, Mark Anderson, Pedro Bernal, Tom Cook, Nancy Decker, Patricia Lancaster, Dorothy Mays, Catlin McConnell, Rick Bommelje

I. Call to Order: T. Cook called the meeting to order at 2:04 pm and reviewed the agenda.

II. Approval of Minutes: The minutes of the meeting of November 10, 2005, were approved with changes.

III. Announcements:

P. Lancaster announced that the Master of Arts in Corporate Communication and Technology (MACCT) Program will be discontinued after the 2006 Spring term. This will be announced to the Executive Committee of the Board of Trustees and the full Board of Trustees. P. Lancaster also announced that, due to health reasons, Communication Prof. Wally Schmidt will be taking a leave of absence during the 2006 Spring term. T. Cook asked P. Lancaster if the announcement about the MACCT Program should be made at the next faculty and she concurred. Either P. Lancaster or Dean Carrier will make the announcement.

T. Cook announced that he was approached by Cara Meixner, Director of Student Involvement and Leadership, in regard to a program, at the request of students, which is being brought to campus in February. A company is sponsoring a program in which students will be involved in making a 5-minute movie. The company will provide all of the necessary equipment and student will engage in the team project. This will be a high visibility, one-week event. A student representative will make an information announcement at the next faculty meeting and will solicit faculty involvement in the program.

T. Cook announced that \$1,500 from the Fall Faculty Party proceeds was given to the Louisiana Assistive Technologies Access Network. This group recycles assistive technologies and makes them available to disabled people. Additionally, \$1,000 was given to OXFAM International, which assists needy individuals globally, including the earthquake victims in Pakistan. L. Duncan asked if there is an opportunity for C. McConnell to announce that there is a student group that will have a major fund raisers for hurricane relief. Rather than giving the funds to an agency like the American Red Cross, the student effort will involve assisting Dillard University, a higher educational institution that has been devastated by the hurricane. C. McConnell indicated that she would make the announcement.

T. Cook announced that the Spring Faculty Party will be held on Friday, March 24, 2006 at the University Club. This event will be catered.

IV. Institutional Review Board

T. Cook brought forth the IRB Candidate Slate: Jim Eck, John Houston, Al Moe, Bob Moore, Judy Schmalstig, Halil Kiymaz (Crummer), Tyler Kartzinal (A&S Student) and Jackie MacKay (Counseling Grad Student-Holt). R. Casey asked if gender is a question. T. Cook did not have specific suggestions for additional candidates at this time. He indicated that there were a large number of prospective candidates who declined the offer to participate.

V. Presidential Personnel Matter

T. Cook asked L. Duncan if the personnel matter that was discussed in the Nov 10, 2005 Executive Committee be formally made public. L. Duncan stated that he wanted to bring the item to the A&S Faculty, not as a vote, but so that it is not a surprise. The issue will be brought to the full faculty on Tuesday, Feb. 28, 2006.

VI. Executive Committee Fall 2005 Progress Review & Spring 2006 Goals

T. Cook reviewed accomplishments from the Fall 2005 term including: PSC implementing the new course and instructor evaluation forms; AAC developed a proposal on student probation; SLC advanced the proposal on the Honor Code; and F&SC discussed policies on faculty salaries.

T. Cook asked for input on goals for the Spring 2006 term.

SLC: P. Bernal indicated that discussions are underway on the Social Honor Code.

AAC: M. Anderson stated that preparations are being made for a complete curricular review in 2006-2007. R. Casey indicated that there is a pilot Interdisciplinary Committee formed this term that is focusing on Florida studies. This has emanated from the President's initiative to begin more Interdisciplinary type programs.

PSC: Nancy Decker shared that the implementation of the new Course and Instructor Evaluation form and process will be monitored. Additionally, the faculty travel policy will be discussed and how the funds can be most equitably spent.

F&S: D. May stated that healthcare and other benefit programs will be discussed. Additionally, colloquia will be held during the term on the faculty salary task force document.

L. Duncan shared that there is a concern about the tuition remission benefit that has come from a change in the tax code. This benefit may be made taxable. Additional details will be forthcoming from the federal government and the timeline is uncertain.

L. Duncan also noted that during disasters, FEMA regulations now require private institutions to go to the Small Business Administration first. The net result is that there are no FEMA funds allocated for private institutions for disaster recovery assistance.

VII. New Business.

T. Cook shared that a request has been made from a student member of SAC about resuming the "Take a Student to Lunch" Program. There was discussion about the implementation of the past program. R. Casey will explore the details of the past program and determine the costs involved.

C. McConnell announced that the re-dedication of the Cornell Fine Arts Center will take place on Friday, Jan.20. 2006 at 4:30 PM. C. McConnell also announced that work has been done on the faculty advising program to Greek and other residential organizations. The goal is to have faculty members become more involved in the lives of students. Over half of the Greek organizations have adopted new faculty advisors during the past semester.

L. Duncan announced that Pennie Parker has been appointed the permanent Athletic Director. There are also discussions underway on the appointment of the Chair of the Department of Physical Education.

R. Casey announced, as a point of interest, that Rollins Faculty can get permanent passes to the Kennedy Space Center by showing their Rollins I.D.

VIII. The next Executive Meeting will be held on February 2, 2006 at 12:30 pm in the Faculty Club.

IX. T. Cook adjourned the meeting at 2:54 pm.

Respectfully submitted,

Rick Bommelje
Vice-President/Treasurer